Vision Document  
CPP ConferPlannerPro

# Introduction

The intent of this vision document is to outline the high-level requirements and goals for the CPP ConferPlannerPro (CPP) project. The goal of CPP, a complete event management system, is to make professional events like conferences, workshops, and seminars easier to plan, organize, and carry out. This document contains an outline of the project's objectives, target audience, salient features, and requirements for stakeholders.

## 1.1 References

*[This subsection provides a complete list of all documents referenced elsewhere in the* ***Vision*** *document. Identify each document by title, report number if applicable, date, and publishing organization. Specify the sources from which the references can be obtained. This information may be provided by reference to an appendix or to another document.]*

# Positioning

## Problem Statement

| The problem of | managing complex event planning and execution processes |
| --- | --- |
| Affects | program chairs, system administrators, reviewers, event organizers, attendees, speakers, and sponsors |
| The impact of which is | inefficient workflows, increased costs, and potential mismanagement of events |
| A successful solution would be | broad, user-friendly platform that combines every facet of event management, guaranteeing seamless collaboration amongst every stakeholder involved. |

## Product Position Statement

| For | event organizers |
| --- | --- |
| Who | need an efficient event management system |
| The CPP ConferPlannerPro | is a web-based application |
| That | provides comprehensive tools for planning, organizing, and executing professional events |
| Unlike | [primary competitive alternative] |
| Our product | offers an integrated platform with robust features |

# Stakeholder Descriptions

## Stakeholder Summary

| Name | Description | Responsibilities |
| --- | --- | --- |
| Event Organizers | [Manage event logistics | Ensure event runs smoothly, coordinate with speakers, manage schedules and attendees |
| Attendees | Participate in events | Register for events, access event schedules, provide feedback |
| Speakers | Present at the events | Submit proposals, prepare presentations, engage with attendees |
| Sponsors | Fund events | Provide financial support, gain visibility and engagement with event attendees |

## User Summary

| Name | Description | Responsibilities | Stakeholder |
| --- | --- | --- | --- |
| Program Chairs | Oversee review process | Review submissions, finalize agendas | Event Organizers |
| System Administrators | Manage system configuration | Configure user roles, manage permissions | Event Organizers |
| Reviewers | Evaluate submissions | Provide feedback on submitted papers | Event Organizers |
| Authors | Submit papers | Prepare and submit papers to the event | Speakers |

## User Environment

* Number of users involved in event planning: Typically 5-10 organizers
* The duration of the task cycle can range from several months to a year.
* Amount of time spent in each activity varies; significant time spent on submission review, scheduling and coordination.
* Environmental constraints include requirement of internet access. Also mobile and desktop platforms are required.
* When it comes to integration needs, it could be integrated with existing communication tools such as email, messaging apps and office software like Word, Excel Spreadsheet.

## 3.4 Key Stakeholder or User Needs

| Need | Priority | Concerns | Current Solution | Proposed Solution**s** |
| --- | --- | --- | --- | --- |
| Efficient submission management | High | Time-consuming, prone to errors | Manual process | Automated submission and review workflows |
| Robust scheduling tools | High | Difficult to coordinate across stakeholders | Spreadsheets | Integrated scheduling\ with real-time updates |
| Secure user management | Medium | Risk of unauthorized access | Basic permissions | Advanced role-based access control |
| Comprehensive reporting | Medium | Lack of insights on event metrics | Manual reports | Automated analytics and reporting features |

# Product Overview

## Product Perspective

CPP ConferPlannerPro is an independent, web-based application designed to integrate seamlessly into the user's environment. It will interface with various external tools and systems for communication, document management, and data storage. The system will have modules for submission management, review processes, scheduling, user management, and reporting.

## Assumptions and Dependencies

| Assumptions | Dependencies |
| --- | --- |
| Users have stable internet access | Integration with external email systems |
| The application will be accessed via modern web browsers | Compatibility with database servers for data storage |

# Product Features

[List and briefly describe the product features. Features are the high-level capabilities of the system that are necessary to deliver benefits to the users. Each feature is an externally desired service that typically requires a series of inputs to achieve the desired result. For example, a feature of a problem tracking system might be the ability to provide trending reports. As the use-case model takes shape, update the description to refer to the use cases.

Because the Vision document is reviewed by a wide variety of involved personnel, the level of detail needs to be general enough for everyone to understand. However, enough detail must be available to provide the team with the information they need to create a use-case model.

To effectively manage application complexity, we recommend for any new system, or an increment to an existing system, capabilities are abstracted to a high enough level so 25-99 features result. These features provide the fundamental basis for product definition, scope management, and project management. Each feature will be expanded in greater detail in the use-case model.

Throughout this section, each feature will be externally perceivable by users, operators, or other external systems. These features should include a description of functionality and any relevant usability issues that must be addressed. The following guidelines apply:

• **Avoid design. Keep feature descriptions at a general level.** **Focus on capabilities needed and why (not how) they should be implemented.]**

1. User Role Management: Allows administrators to create and manage user roles and permissions.
2. Submission and Review Management: Enables authors to submit papers and reviewers to provide feedback.
3. Event Scheduling: Provides tools for scheduling sessions, managing agendas, and coordinating with speakers.
4. Reporting and Analytics: Generates reports on event metrics, submission statuses and attendee feedback.
5. Communication Tools: Integrates with email and messaging systems for seamless communication among users.

# Other Product Requirements

[At a high level, list applicable standards, hardware, or platform requirements; performance requirements; and environmental requirements.

Define the quality ranges for performance, robustness, fault tolerance, usability, and similar characteristics that are not captured in the Feature Set.

Note any design constraints, external constraints, or other dependencies.

Define any specific documentation requirements, including user manuals, online help, installation, labeling, and packaging requirements.

Define the priority of these other product requirements. Include, if useful, attributes such as stability, benefit, effort, and risk.]

**Standards Compliance**: The application will adhere to web standards for accessibility and usability.

**Performance Requirements:** The system must handle high volumes of submissions and user interactions efficiently.

**Security Requirements:** The application must ensure data privacy and security through robust encryption and access controls.

**Documentation Requirements:** Comprehensive user manuals, online help, and installation guides will be provided.

**Design Constraints:** The system must be designed to be scalable and maintainable, with a modular architecture to facilitate future enhancements.